



Subject: SCEIS Spring 2016 Training Classes Announced

Audience: All SCEIS Users

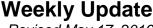
Tue Feb 16 and Wed Feb-17

The SCEIS Training Team is pleased to announce thirty-two SCEIS training classes have been scheduled in February through June 2016. The calendar below provides a high-level view of the upcoming SCEIS training opportunities. For more detailed information and the registration link for each class, click the link under the title of the class. (Detailed information for each class can also be found posted below this article on the SCEIS Weekly Updates webpage at http://www.sceis.sc.gov/page.aspx?id=230.)

TM200-01 Time Administration

February 2010	ô
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Feb 16 (9 a.m 5 p.m.) Feb 17 (9 a.m 12 p.m.)	Click here for class information and registration link.
Thu, Feb 18 (9 a.m 12 p.m.)	REP200-01 - Reporting with BEx and Business Objects for HR/Payroll Users Click here for class information and registration link.
March 2016 Thu, Mar 10 (9 a.m 12 p.m.)	REP200-02 - Reporting with BEx and Business Objects for Finance/Materials Management Users Click here for class information and registration link.
Wed, Mar 16 (9 a.m 5 p.m.)	TM300-01 – Leave Administration Click here for class information and registration link.
Mon, Mar 21 and Tue, Mar 22 Mar 21 (9 a.m. – 5 p.m.) Mar 22 (9 a.m. – 5 p.m.)	PR217-01 - Creating and Managing Purchase Orders Click here for class information and registration link.
Wed, Mar 23 (9 a.m 5 p.m.)	FM300-01 Funds Management Click here for class information and registration link.
Thu, Mar 24 (9 a.m 5 p.m.)	GL300-01 General Ledger Accounting Click here for class information and registration link.
Mon, Mar 28 (9 a.m 5 p.m.)	MML100-02 - Material Master Liaison Click here for class information and registration link.
Tue, Mar 29 (9 a.m 5 p.m.)	AR300-01 - Accounts Receivable Invoice Processing Click here for class information and registration link.
Wed, Mar 30 and Thu, Mar 31 Mar 30 (9 a.m 5 p.m.) Mar 31 (9 a.m 5 p.m.)	PS300-01 Project Systems Click here for class information and registration link.

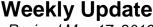


Revised May 17, 2016



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Tue, Apr 5 (9 a.m. - 5 p.m.) AM300-01 Asset Masters and Asset Reporting Click here for class information and registration link. Wed, Apr 6 (9 a.m. - 5 p.m.) AM315-01 Advanced Asset Management Click here for class information and registration link. AP300-01 Accounts Payable Invoice Processing Mon, Apr 11 and Tue, Apr 12 Apr 11 (9 a.m. - 5 p.m.) Click here for class information and registration link. Apr 12 (9 a.m. - 5 p.m.) PR217-04 - Creating and Managing Purchase Orders Wed, Apr 13 and Thu, Apr 14 Apr 13 (9 a.m. – 5 p.m.) Click here for class information and registration link. Apr 14 (9 a.m. – 5 p.m.) Mon, Apr 18 (9 a.m. - 5 p.m.) **GM300-01 Grants Management** Click here for class information and registration link. Tue, Apr 19 (9 a.m. - 12 p.m.) REP200-04 - Reporting with Business Warehouse and **Business Objects for HR/Payroll Users** Click here for class information and registration link. Mon, Apr 25 and Tue, Apr 26 PR235-01 - Bidding Process and Overview of Contract Apr 25 (9 a.m. – 5 p.m.) Management Apr 26 (9 a.m. – 5 p.m.) Click here for class information and registration link. Wed, Apr 27 (9 a.m. - 5 p.m.) PR250-01 - Contract Management Click here for class information and registration link. Thu, Apr 28 (9 a.m. - 5 p.m.) IM220-02 - SCEIS Goods Receivers, Goods Issuers and Physical Inventory Click here for class information and registration link. May 2016 Tue, May 3 (9 a.m. - 12 p.m.) **IM330-01 Inventory Management and Financial Accounting** This class has been cancelled. Tue, May 3 (1 p.m. - 4 p.m.) **IM330-02 Inventory Management and Financial Accounting** This class has been cancelled. Wed, May 4 (1 p.m. - 4 p.m.) **IM315-02 - Inventory Management and Procurement Contracts** Click here for class information and registration link. Thu, May 5 (9 a.m. - 12 p.m.) REP200-06 - Reporting with BEx and Business Objects for Finance/Materials Management Users Click here for class information and registration link.



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May 2016	(Cont.)
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Thu, May 12 (9 a.m. - 5 p.m.) OM200-01 – Organizational Management
Click here for class information and registration link.

Mon, May 16 and Tue, May 17

May 16 (9 a.m. - 5 p.m.)

May 17

PA250-01 Personnel Administration

Click here for class information and registration link.

May 17 (9 a.m. - 5 p.m.)

Wed, May 18 and Thu, May 19
May 18 (9 a.m. – 5 p.m.)

PR217-05 - Creating and Managing Purchase Orders

Click here for class information and registration link.

May 19 (9 a.m. – 5 p.m.)

Mon, May 23 (9 a.m. - 12 p.m.) CO400-01 Year-End Physical Inventory Closing Click here for class information and registration link.

Tue, May 24 and Wed, May 25
May 24 (9 a.m. – 5 p.m.)

May 25 (9 a.m. – 5 p.m.)

PR235-02 - Bidding Process and Overview of Contract

Management

Click here for class information and registration link.

Thu, May 26 (9 a.m. - 5 p.m.) PR250-02 - Contract Management
Click here for class information and registration link.

Tue, May 31 (9 a.m. - 4:30 p.m.) CO500-01 Year-End Update

<u>Click here for class information and registration link.</u>

June 2016

Wed, Jun 1 and Thu, Jun 2

Jun 1 (9 a.m. - 5 p.m.)

Jun 2 (9 a.m. - 12 p.m.)

TM200-02 Time Administration

Click here for class information and registration link.

Mon, Jun 6 (9 a.m. - 12 p.m.) CO400-02 Year-End Physical Inventory Closing
This class has been cancelled.

Tue, Jun 14 (9 a.m. - 5 p.m.) **TM300-02 – Leave Administration**

Click here for class information and registration link.

Wed, Jun 15 (9 a.m. - 4:30 p.m.) **CO500-02 Year-End Update**Click here for class information and registration link.

If you have any questions about this SCEIS Training information, please email them to training.sceis@admin.sc.gov.